



REPUBLIC OF BULGARIA
MINISTER OF TRANSPORT,
INFORMATION TECHNOLOGY AND COMMUNICATIONS

TO
ALL INTERESTED PERSONS IN THE PROCEDURE FOR
GRANTING A CONCESSION FOR SERVICE FOR THE OBJECT
“CIVIL AIRPORT FOR PUBLIC USE SOFIA”

RE: *Received questions concerning the procedure for granting a concession for service for the object “civil airport for public use Sofia” – public state property*

DEAR SIR/MADAM,

In connection with questions received from interested party concerning the procedure for granting a concession for service for the object “civil airport for public use Sofia” – public state property, we provide the following answers:

№	QUESTION	ANSWER
1.	Please indicate for each of the objects of concession under Art. 2.2. of the Concession agreement (land properties, buildings and equipment) when and on what legal basis has become a public State property.	By Ordinance № 14-3/31.1.2000, the (Annex № 1 (1) of the Minister of Transport and Communications specified the location and borders of the public property, representing civil airport for public use Sofia on borders and objects listed in Annex № 2 of the ordinance. The same ordinance is amended by Ordinance № 14-9/19.2.2000, (Annex №1 (2) of the Minister of Transport and Communications. Objects subject to the concession referred to in Art. 2.2. of the concession agreement (land properties) acquired through expropriation under expropriation of private properties pursuant to the State Property Act by the district governor for the needs of the airport. Objects of the concession referred to in Art. 2.2. of the concession agreement (landed properties) acquired through a transaction between the state and the owners of the properties. Objects of the concession referred to in Art. 2.2. of the concession agreement (land

		<p>properties, buildings and equipment), excluding the properties listed in Decision 264/04.12.2016, subject of the above ordinances and procedures.</p> <p>Objects falling within the scope of the terrain, public property arising out of the implementation of the two constructions "Reconstruction, Development and Extension of Sofia Airport. LOT B1- new passenger terminal and adjacent infrastructure" and "Lot B2: New Runway System and Related Works" acquired as public property since the granting of permission for use of the object. Other facilities, buildings and equipment acquired as public property at the time of the construction or acquisition via a transaction conducted through the implementation of public procurement under the Public Procurement Act with the spending of public funds originating from fees under Art. 120, para. 1 of the Civil Aviation Act.</p>
2.	Please provide all the decisions of the Council of Ministers for announcing of real estate (land and buildings), included in the concession area for public State property (with the exception of Decision 264/12.04.2016, which is available).	<p>For more information - see p. 1.</p> <p>The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure.</p> <p>Annex № 2. of folder № 14</p>
3.	Please provide the Decision (decisions) of the Council of Ministers for expropriation of property – private property for realization of the project "Reconstruction and extension of Sofia airport" in connection with the approved in 1999 ЧЗПИ for the area, as well as a list of inventory of properties affected by the expropriation procedure.	<p>See Chapter III, Forced property expropriation - private property for public use (State Property Act prior to amend. and suppl. SG. 63 of 15.07.2003, effective from 08.16.2003 - for expropriation cases before the amendment of the Act.</p> <p>The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure.</p> <p>Annex № 3. by folder № 14</p> <p>Decision of the Council of Ministers № 72/04.02.2005, Decision of the Council of Ministers № 692/26.07.2005 Decision of the Council of Ministers № 860</p>

		from 28.12.2001 and Ordinance of the Minister of Finance № 1132/19.12.2001.
4.	Please provide current to date an inventory of “Sofia Airport” EAD and statement of accounts 201 and 203 (land and buildings) with a detailed inventory.	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex № 4, folder of № 14
5.	Please provide evidence that buildings with cadastral identifiers 68134.709.18.90 and 68134.709.15.1, and land property 68134.608.2050 were excluded from the capital of “Sofia Airport” EAD and are declared with an appropriate administrative act for real estate – public State property.	For buildings with CI 68134.709.18.90 and 68134.709.15.1 see p. I.2 and I.3 of Annex № 1 to Ordinance № 14-3/31.01.2000 of the Minister of Transport and Communications (Annex №1 (1)). Land property 68134.608.2050 - acquisition of state property through a transaction between the state and property owners. The property is part of regulated land plot XI sq. 2., "Airport complex - Sofia" area. The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex № 5, folder from № 14
6.	When and under what act the buildings included in Terminal 1 were excluded from the capital of “Sofia Airport” EAD? When and under what Act included buildings of Terminal 1 and the land on which they are built, has been declared a public State property (presented us is an act of 1999 for private State property)?	1. Ordinance № ПД-08-554 28.07.2000 and Ordinance № ПД -08-03/04.01.2001 of the Minister of Transport and Communications Annex № 6 (1) and Annex № 6 (2); 2. Ordinance № 14-3/31.01.2000 of the Minister of Transport and Communications The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex № 6, folder № 14
7.	Please provide sketch under Decision of the Council of Ministers № 781/08.10.2009	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex № 7, folder № 14 Coordinate register of the property border points under Decision of the Council of Ministers № 781/08.10.2009
8.	АДС 13637/09.101986 и АДС 13655/11.11.1986, available for review	The information is available for review on the spot under the terms and conditions set

	in the data room are illegible – please provide legible copies.	out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex № 8, folder № 14 АДС 13637/09.10.1986 and АДС 13655/11.11.1986
9.	Please provide АДС 00804/1998 г.	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex № 9, folder № 14 АДС 00804/1998
10.	Please provide Decision 631/2002 г. Of the Council of Ministers.	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex № 10, folder № 14 Decision of the Council of Ministers № 631 of 25.09.2002
11.	Please provide Authorisation of use for object "Reconstruction and construction of unloading base for Fuels and lubricants" according Building Permit 321/09.05.2006.	Investment project "Reconstruction and construction of unloading base for Fuels and lubricants" under Building Permit 321/09.05.2006 - was not realized and the construction permit has expired.
III.	Organisation & HR	
III.3.24.	Could you please confirm that the future concessionaire will take over the number of employees of Sofia Airport EAD which were employed at the date of opening the procedure for granting the concession and no material change in the headcount will occur until the effective date of the concession agreement?	Under Art. 15.1. of the draft concession agreement on the date of entry into force of the Concession Agreement, the Concessionaire shall assume as an employer instead "Sofia Airport" EAD any employment agreement between an employee performing activities granted to a concession and "Sofia Airport" EAD. Every employee continues to benefit from the terms of these agreements, including the length of service, pursuant to the Labor Code. See also item III.3.25. below.
III.3.25.	Could you please confirm that the current Collective Labour Agreement and the current individual working agreements won't be materially change between the date of opening the procedure and the effective date of the concession agreement.	The existing Collective Labour Agreement will not be amended until its expiry on 12.08.2017. Individual agreements may be amended within the planned funds for salaries, and depending on the operation and/or structural changes.
V.	Commercial	
V.1.	General	

V.1.7.	Please provide the historic revenues (2012-2015) for all categories split by Terminal 1 and 2.	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex V.1.7.1, folder № 14 Annex V.1.7.2, folder № 14
V.1.8.	Please provide the net sales (total, not %) of each store in Terminal 1 and 2.	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex V.1.8. by folder № 14
V.1.9.	Please provide spend per passenger with split by nationality (or destination).	We have no such reference.
V.1.10.	Please provide information which shops and categories are reported in the "intra-community sales".	Terminal 1 - Shop 3 Departure within the EU, Shop 4 Arrival - within the EU, VIP Shop, Bulgarian drinks Shop, within the EU Terminal 2 - Shop 7-east - within the EU, Shop 8-west within the EU, Shop 10 Arrival - within the EU, Shop 9 - Bulgarian drinks, within the EU. The categories recognized as "intra-sales" are all categories of goods sold to travellers in destinations within the EU.
V.1.11.	Please provide information what is reported in the revenue-category "Other commercial activities".	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex V.1.11., folder № 14
V.1.12.	Please provide a split of the revenue-category "Rents and commission" (F&B, shops, rent-a-car etc.).	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex V.1.12., folder № 14
V.3.	Duty Free	
V.3.3.	Please indicate the share of sales by product category (perfumes & cosmetics, liquor, tobacco, sweets/confectionary, accessories, residual categories).	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex V.3.3., folder № 14
V.6.	Parking	
V.6.4.	Please provide the occupancy, parking duration and number of vehicles of the	The information is available for review on the spot under the terms and conditions set

	parking facilities for Terminal 2. In the data room is only information about Terminal 1.	out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex V.6.4.1., folder № 14
V.7.	Lounge	
V.7.5.	Please provide the number of registered members of the NGLC Gold Card and Silver Card. In the data room is only the data of new members for 2016.	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex V.7.5, folder № 14
V.7.6.	Can you please give information about the Lounges “VIP A”, “VIP B” and “Guest Lounge”. Where are they located (Terminal, Area, Level)? What is “Espresso (VIP A & VIP B)”?	Guest lounge "Preslav" is at level "0" at Terminal 2 after the passport control. Guest lounge "Pliska" is located at level "+1" at Terminal 2 after the passport control. "Espresso VIP A & VIP B" is an old term, used for the buffets in the two halls offering consumption to the passengers.
V.10.	Services	
V.10.1.	Is the luggage cart system handled internally or outsourced?	The use of luggage carts is operated by the "Terminal" Unit in the "Airport providing flights" Directorate at "Sofia Airport" EAD.
V.10.2.	Please provide the number of luggage carts by terminal and land-/airside.	The number of baggage carts is 465. For Terminal 1-100 pcs. For Terminal 2-365 pcs. All baggage carts are used only in the land zone.
V.10.3.	What is the pricing practice for the use of luggage carts? (Free of charge? Deposit? Pay per use?)	The use of luggage carts is free.
V.10.4.	How many employees are responsible for the operative handling of the luggage carts? Are there any technical tools (e.g. scooters) for return?	In the "Baggage carts" sector in the "Terminals" Unit work totally work 23 workers, at Terminal 1 - 5 workers and at Terminal 2 - 18 workers.
V.10.5.	Where are the dedicated locations / stations for the luggage carts?	Baggage carts are collected in landfills as follows: For Terminal 1 - In front of the "Departure" hall - In the area of the luggage belts in the "Arrivals" hall For Terminal 2 - The front door of the "Departure" hall - In the area of the luggage belts in the "Arrivals" hall At each entrance of the four levels of the parking at Terminal 2.
VI.	Master planning & Infrastructure	
VI.2.	Airport Inventory (current)	

VI.2.8.	Please provide the following drawings of T2 and the adjacent parking in electronic format: - Architecture o GA (plans) for all levels o Cross-sections - Structural o Foundation plans	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex VI.2.8 – 1 pc. DVD, folder 14
VI.2.9.	Bank retention facility for Iskar river: Please provide us with technical information (drawings and technical note) for the construction of the facilities.	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex VI.2.9, folder 14: 1. Executive 2. Typical cross sections
VI.2.10.	Pavements - Apron, TWYs, RWY: Please provide us with design/as-built information related to pavement structure of the airfield facilities: - Typical cross-sections - Information about the soil conditions (soil type, CBR)"	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex VI.2.10, folder 14 - details.
VI.4.	Airport Inventory Development Program including cost assessment	
VI.4.4.	Which renovations/refurbishments will be conducted and completed before the concession effective date? Please name and list the measures on a per terminal basis, apron, landside areas or any other areas that might be affected. Who will bear the cost if the measures are completed post concession effective date? If the costs have to be borne by the concessionaire please provide a cost overview.	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex VI.4.4, folder 14 - details. The expenditure under the projects that will complete after the entry into force of the concession agreement, will be borne by the concessionaire. Currently, it is not possible to determine the amount of the expenditure, as the date of the entry into force of the concession agreement is unclear. It is therefore not possible to specify the size of the remaining payments, and whether there will be any.
VI.4.5.	Please provide a deficiency list for inoperative (out of order) technical and operational systems (such as but not limited to Cctv, Passenger boarding bridges, fire safety systems etc.). When will the deficiencies be remedied?	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex VI.4.5, folder 14

IX.	Legal	
IX.3.	Contracts, Rights, Agreements	
IX.3.7.	Please, give information about Sofia airport infrastructure included in the concession object, which passes through the real estates of third parties. Please, provide us with the description and location of such infrastructure. Are there established servitudes and/ or granted rights of way for the respective infrastructure for the real estates of third parties? Please, provide us with the documents thereof and/ or construction documents.	<p>The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure.</p> <p><u>Oil pipeline</u> Annex IX.3.7.1.1, folder 14 Annex IX.3.7.1.2, folder 14</p> <p><u>Kerosene</u> Annex IX.3.7.2, folder 14 Water Supply and Sewerage Annex IX.3.7.3.1. folder of 14</p> <p>Annex IX.3.7.3.2 from folder 14</p> <p><u>High voltage and low voltage lines</u> Annex IX.3.7.4, folder 14</p> <p>Annex IX.3.7.5, folder 14</p> <p>Annex IX.3.7.6, folder 14</p> <p>Annex IX.3.7.7, folder 14</p>
IX.5.	Insurance	
IX.5.7.	Your effective insurance policy № 130113001661 issued by GENERALI INSURANCE AD for insurance “Third Party Liability of Airport Sofia, Airport Plovdiv and Airport Gorna Orjahovitzza for their activity as airport and ground handling operators” expires on 14.08.2016. Please provide information (copy of policy/addendum) regarding the renewal/extension of the insurance cover.	<p>The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure.</p> <p>Annex IX.5.7, folder 14</p>
IX.5.8.	Your effective insurance policies № 2200150100P000083, № 2200150100P000084 and № 2200150100P000085 issued by ZAD BULSTRAD VIENNA INSURANCE GROUP for Property insurance expire on 31.08.2016. Please provide information (copies of policies/addendums) regarding the renewal/extension of the insurance cover. In case that you are planning to	<p>The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure.</p> <p>Annex IX.5.8, folder 14</p>

	extend the validity of the quoted insurance policies, please provide also copies of the same. In the submitted documentation only Addendums № 2200150100P000083/4, № 2200150100P000084/4 and № 2200150100P000085/4 were available, but not the policies themselves.	
IX.5.9.	<p>Art. 24 from the draft of the Concession Agreement:</p> <ul style="list-style-type: none"> - In Art. 24.1.1. there is a wrong reference to Appendix № 13. Please confirm that in both places in the text the correct appendix shall be Appendix № 14. - In Art. 24.8.1. there is a wrong reference to Art. 24.1.1. There is no such article. Please confirm which is the correct reference. - In Art. 24.8.2. there is a wrong reference to Art. 24.1.1. There is no such article. Please confirm that only the insurance indemnity from Property Insurance, including “Business interruption” for the Concession Site under Art. 24.5.1. shall be transferred to the special account specified by the Concessionaire. 	<p>We confirm that in both places in art. 24.1.1. of the draft concession agreement, the correct reference is to Annex № 13. The provision will be adjusted.</p> <p>The correct reference is to art. 24.5.1. of the draft concession agreement. The provision will be adjusted.</p> <p>Insurance amounts of insurances under Art. 24.5.1. are transferred to a special account specified by the grantor and may be spent by order of the grantor only to cover damage to the insurance event for which they are paid.</p>
X1.	Environment/ Ecology	
X1.29.	Pursuant to Art.29.1 and Art.40.2 of the draft Concession Agreement, please, confirm whether the Concessionaire will assume responsibility for harmful impact, pollution or environmental damages to the concession object, if they are due to a circumstance occurred before the effective date of the Concession Agreement and hasn't been established by a deed issued by a competent government authority.	<p>Under Art. 29.1 of the draft concession agreement, the concessionaire will be solely responsible for any adverse impact on the environment, including pollution that arises from acts committed for the concession <u>after the date of entry into force of the concession agreement</u>.</p> <p>At the time, for the airport has not occurred event/circumstance related to pollution or environmental damage, which may require corrective action.</p>
X1.30.	Do the air conditioning, refrigeration and fire protection systems, included in the concession object of Sofia airport contain any of the following controlled substances pursuant to Regulation (EC) № 1005/2009, i.e. such are the substances that deplete the ozone layer and must be removed from the systems so that to halt their use? Please, specify	<p>Sofia Airport does not possess installations and facilities working with Freon R22.</p> <p>"Sofia Airport" EAD does not perform maintenance work on the airworthiness of the aircraft and therefore does not have hangars and areas for their technical service. In buildings and facilities (including fire vehicles) used for performing the activities of airport security, are not stored halon fire</p>

	quantities, if there are any: 1) Chlorodifluoromethane (Freon) R22 1. 2) Halon– used in the fire protection systems, fire extinguishers in hangars, areas of technical maintenance and in airport fire engines.	extinguishing systems and are not used halons.
X11.	Information technology	
1.	IT systems	
X11.1.10	Can we continue to use existing AODB and Fids software?	Yes, it is possible.
X11.1.11	What is the model number and model year of the HP backbone switches?	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex X.11.1.11, folder 14
X11.1.12	What is the model number and model year of the HP servers and storages?	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex X.11.1.12, folder 14
X11.1.13	What is the model number and model year of the Alcatel switchboard?	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex X.11.1.13, folder 14
X11.1.14	How many line (analogue, digital and IP) is in use on alcatel switchboard system?	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex X.11.1.14, folder 14
X11.1.15	Regarding the existing software licenses, what is the situation of existing workstation, server, virtualisation, networking and telecommunication software licenses? Will it be possible to use existing licenses?	It is possible. The existing licenses are acquired with the permanent right of use.
X11.1.16	What is the Tier level of existing Datacenter, Telecommunication rooms, main network distribution rooms?	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex X.11.1.16, folder 14
X11.1.17	How many switchboard systems exist in the terminal buildings? Is the any remote switchboard at the airside or landside?	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the

		Documentation for participation in the procedure. Annex X.11.1.17, folder 14
X11.1.18	Which BRS is in use in Sofia Airport and how many handheld devices are in use?	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex X.11.1.18, folder 14
X11.1.19	Which building automation system is in use?	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex X.11.1.19, folder 14
X11.1.20	How many workstations in use for the airport operational systems?	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex X.11.1.20, folder 14
8.	IT contracts	
X11.8.2.	Is there any obligation to use existing Sita CUTE and LDCS product or SLA (contract wise)?	The information is available for review on the spot under the terms and conditions set out in Section III, item 3.3. of the Documentation for participation in the procedure. Annex X.11.8.2, folder 14
X1V.	Tender Documents	
36.	Definition and calculation-method of "net equity sourced improvements" is not clear. Please precise the definition.	Net improvements financed with equity are investments made with own funds related to the implementation of regulated activities under the investment program reduced by the expenses of depreciation.